

Streamlined Annual PHA Plan <i>(HCV Only PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS and SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																																			
A.1	<p> PHA Name: GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS PHA Code: GA901 </p> <p> PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2017 </p> <p> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) </p> <p> Number of Housing Choice Vouchers (HCVs) 17152 </p> <p> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below) </p> <table border="1" style="width: 100%;"> <thead> <tr> <th>Participating PHAs</th> <th>PHA Code</th> <th>Program(s) in the Consortia</th> <th>Program(s) not in the Consortia</th> <th>No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead HA:																													
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B.	Annual Plan.				
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p>				
B.2	<p>New Activities</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.</p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.</p>				
B.3	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>				
B.4	<p>Civil Rights Certification</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>				
B.5	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>				
B.6	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in its 5-Year PHA Plan.</p>				

B.7	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(a) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
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Instructions for Preparation of Form HUD-50075-HCV

Annual PHA Plan for HCV Only PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.23(4)(e))

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

B. Annual Plan. All PHAs must complete this section. (24 CFR §903.11(c)(3))

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no."

☒ **Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA's jurisdiction and other families who are on the Section 8 tenant-based waiting list. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(1) and 24 CFR §903.7(a)(2)(i)). Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. (24 CFR §903.7(a)(2)(ii))

☒ **Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. (24 CFR §903.7(b))

☒ **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

☒ **Rent Determination.** A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. (24 CFR §903.7(d))

☒ **Operation and Management.** A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. (24 CFR §903.7(c)(3)(4)).

☒ **Informal Review and Hearing Procedures.** A description of the informal hearing and review procedures that the PHA makes available to its applicants. (24 CFR §903.7(f))

☒ **Homeownership Programs.** A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

☒ **Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.** A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA's partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA's partnerships with other entities, and activities under section 3 of the Housing and Community Development Act of 1968 and under requirements for the Family Self-Sufficiency Program and others. Include the program's size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR §903.7(l)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)(iii)).

☒ **Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

☒ **Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; or b) any change with regard to homeownership programs. See guidance on HUD's website at: [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

- B.2 New Activity.** If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark "yes" for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark "no." (24 CFR §983.57(b)(1) and Section 8(13)(C) of the United States Housing Act of 1937.
- ☐ **Project-Based Vouchers (PBV).** Describe any plans to use HCVs for new project-based vouchers. If using PBVs, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.
- B.3 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.11(c)(3), 24 CFR §903.7(p))
- B.4 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))
- B.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)
- B.6 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.11(c)(3), 24 CFR §903.7(r)(1))
- B.7 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 4.5 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Streamlined PHA Plan

PHA Certifications of Compliance

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the *Streamlined Annual PHA Plan*

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the streamlined Annual PHA Plan for PHA fiscal year beginning July 2017, hereinafter referred to as the Streamlined Annual Plan, of which this document is a part and make the following certifications, agreements with, and assurances to the Department of Housing and Urban Development (HUD) in connection with the submission of the Streamlined Plan and implementation thereof:

1. The streamlined Annual Plan is consistent with the applicable comprehensive housing affordability strategy (or any streamlined Plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, and provided this Board or Boards an opportunity to review and comment on any program and policy changes since submission of the last Annual Plan.
3. The PHA made the proposed streamlined Annual Plan, including policy and program revisions since submission of the last Annual Plan, and all information relevant to the public hearing available for public - inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the streamlined Plan and invited public comment.
4. The PHA will carry out the streamlined Annual Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
5. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
6. For streamlined Annual Plans that include a policy or change in policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(b)(2).
7. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
8. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
9. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
10. The PHA has submitted with the streamlined Plan a certification with regard to a drug-free workplace required by 24 CFR Part 24, Subpart F.
11. The PHA has submitted with the streamlined Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
19. The PHA will undertake only activities and programs covered by the streamlined Annual Plan in a manner consistent with its streamlined Annual Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its streamlined Plan.
20. All certifications and attachments (if any) to the streamlined Plan have been and will continue to be available at all times and all locations that the PHA streamlined Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the streamlined Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its streamlined Annual Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA certifies that the following policies, programs, and plan components have been revised since submission of its last Annual PHA Plan (check all policies, programs, and components that have been changed):
- ☐ 903.7a Housing Needs
 - ☐ 903.7b Eligibility, Selection, and Admissions Policies
 - ☐ 903.7c Financial Resources
 - ☐ 903.7d Rent Determination Policies
 - ☐ 903.7h Demolition and Disposition
 - ☐ 903.7k Homeownership Programs
 - ☐ 903.7r Additional Information
 - ☐ A. Progress in meeting 5-year mission and goals
 - ☐ B. Criteria for substantial deviation and significant amendments
 - ☐ C. Other information requested by HUD
 - ☐ 1. Resident Advisory Board consultation process
 - ☐ 2. Membership of Resident Advisory Board
 - ☐ 3. Resident membership on PHA governing board
22. The PHA provides assurance as part of this certification regarding its streamlined annual PHA Plan that:
- (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA board of directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.

Georgia Dept of Community Affairs GA901
 PHA Name PHA Number

Streamlined Annual PHA Plan for Fiscal Year: 2017

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official <u>Joyce C. Stevens</u>	Title <u>Board Chair</u>
Signature <u>Joyce C. Stevens</u>	Date <u>2-8-17</u>

ATTACHMENT A
FY 2016-17 STREAMLINED ANNUAL PHA PLAN
GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS (DCA) (GA-901)

B.1 Revision of PHA Plan Elements

Housing Needs and Strategy for Addressing Housing Needs

The Georgia Department of Community Affairs (DCA) completed the final report of its 2016 State of Georgia Analysis of Impediments (AI) to Fair Housing on March 31, 2016.

To ensure an accurate evaluation of current fair housing conditions and means towards eliminating or mitigating impediments, the AI includes a review of demographic and housing market data, relevant legislation, policies and practices affecting fair housing, public education and outreach efforts and direct community involvement through surveys, public forums, webinars and focus groups.

Deconcentrating and Other Policies that Govern Eligibility, Selection and Admissions

DCA's Housing Choice Voucher Program has policies in place to support deconcentration and access for low income families. In November 2015, DCA amended its wait list policy to ensure that the application process is accessible to those who might have difficulty complying with the normal, standard PHA application process for applicants with disabilities, certain elderly individuals as well as persons with limited English proficiency.

DCA implemented an application assistance line to provide all interested applicants with equal access to the application process. This application assistance line also provided those who are of LEP the equal ability to apply to the wait list.

In conjunction with the application assistance line, DCA implemented a wait list lottery to provide all interested applicants with an equal opportunity to have their application selected in the wait list process. This process expanded the period of time for applicants to submit applications and instituted a lottery process rather than relying solely on the date and time the application was submitted.

Financial Resources

The following financial resources are available to DCA for the support of the Housing Choice Voucher Program administered by DCA through December 2016

HAP Disbursement	Administrative Fee Disbursement
\$107,612,231	\$10,363,738

Rent Determination

DCA makes determinations of rent reasonableness if there is a 5 percent decrease in the Fair Market Rent that goes into effect at least 60 days before the contract anniversary date. DCA also makes a determination of rent reasonableness at any time after the initial occupancy period if: (1) DCA determines that the initial rent reasonableness determination was in error or (2) DCA

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FY 2016-17 STREAMLINED ANNUAL PHA PLAN
GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS (DCA) (GA-901)

determines that the information provided by the owner about the unit or other units on the same premises was incorrect.

In accordance with HUD regulations, the total tenant payment (TTP) for an assisted family is the highest of the following amounts, rounded to the nearest dollar:

- 30 percent of the family's monthly adjusted income
- 10 percent of the family's monthly gross income
- A minimum rent of \$50

The amount that a family pays for rent and utilities (the family share) will never be less than the family's TTP but may be greater than the TTP depending on the rent charged for the unit the family selects.

If a family chooses a unit with a gross rent (rent to owner plus an allowance for tenant-paid utilities) that exceeds the PHA's applicable payment standard: (1) the family will pay more than the TTP, and (2) at initial occupancy, the PHA may not approve the tenancy if it would require the family share to exceed 40 percent of the family's monthly adjusted income. The income used for this determination must have been verified no earlier than 60 days before the family's voucher was issued.

DCA will pay a monthly housing assistance payment (HAP) for a family that is equal to the lower of (1) the applicable payment standard for the family minus the family's TTP or (2) the gross rent for the family's unit minus the TTP.

When the subsidy for a family exceeds the rent to owner, the family is due a utility reimbursement. As permitted by HUD, DCA will make utility reimbursements to the family.

DCA's schedule of payment standards is used to calculate housing assistance payments for HCV families. This section covers the application of DCA's payment standards. The establishment and revision of DCA's payment standard schedule are covered in Chapter 16 of the Administrative Plan.

DCA will review the appropriateness of the payment standards on an annual basis when the new FMRs are published and at other times as determined necessary. In addition to ensuring the payment standards are always within the "basic range", DCA will consider the following factors when determining whether an adjustment should be made to the payment standard schedule:

- Funding Availability
- Rent Burden of Participating Families
- Quality of Units Selected
- Changes in Rent to Owner
- Unit Availability and
- Lease-up Time and Success Rate

ATTACHMENT A

FY 2016-17 STREAMLINED ANNUAL PHA PLAN

GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS (DCA) (GA-901)

Changes to payment standard amounts will be effective on January 1 of each year unless, based on the proposed FMRs, it appears that one or more of the current payment standard amounts will be outside the basic range when the final FMRs are published. In that case, DCAs payment standards will be effective October 1 instead of January 1.

If DCA has already processed reexaminations that will be effective on or after January 1, and the effective date of the payment standards is October 1, DCA will make retroactive adjustments to any such reexaminations if the new payment standard amount is higher than the one used by DCA at the time the reexamination was originally processed.

Informal Review and Hearing Procedures

DCA provides informal reviews for HCV applicants and informal hearings for HCV participants according to 24 CFR 982.554(a)(b) and 24 CFR 982.552(a)(2).

Both applicants and participants have the right to disagree with, and appeal certain decisions of DCA that may adversely affect them. DCA's decisions that may be appealed by applicants and participants as well as the informal hearing process are documented in Chapter 16 of DCA's Administrative Plan.

The process for applicant appeals of DCA's decisions is called the "informal review." For participants (or applicants denied admission due to citizenship issues), the appeal process is called an "informal hearing".

Informal reviews are provided for program applicants. An applicant is someone who has applied for admission to the program but is not yet a participant in the program. Informal reviews are intended to give an applicant the opportunity for review of a decision denying assistance 24 CFR 982.554(a)(2):

- Denying listing on the waiting list
- Denying or withdrawing a voucher
- Refusing to enter into a HAP contract or approve a lease
- Refusing to process or provide assistance under portability procedures

DCA will only offer an informal review to applicants for whom assistance is being denied. Denial of assistance includes: denying listing on DCA waiting list; denying or withdrawing a voucher, refusing to enter into a HAP contract or approve a lease, or refusing to process or provide assistance under portability procedures.

DCA offers an informal hearing for certain determinations relating to the individual circumstances of a participant family. A participant is defined as a family that has been admitted to the HCV program and is currently assisted in the program. The purpose of the informal hearing is to consider whether DCA's decisions related to the family's circumstances are in accordance with the law, HUD regulations and DCA policies.

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FY 2016-17 STREAMLINED ANNUAL PHA PLAN

GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS (DCA) (GA-901)

DCA will not terminate a family's assistance until the time allowed for the family to request an informal hearing has elapsed, and any requested hearing has been completed.

Termination of assistance for a participant may include any or all of the following:

- Refusing to enter into a HAP contract or approve a lease
- Terminating a Housing Assistance Payment under an outstanding HAP contract
- Refusing to process or provide assistance under portability procedures

DCA will offer a participant family an opportunity for an informal hearing for the following:

- A determination of the family's annual or adjusted income, and the use of such income to compute the housing assistance payment
- A determination of the appropriate utility allowance (if any) for tenant-paid utilities from the PHA utility allowance schedule
- A determination of the family unit size under the PHA's subsidy standards
- A determination that a certification program family is residing in a unit with a larger number of bedrooms than appropriate for the family unit size under the PHA's subsidy standards, or the PHA determination to deny the family's request for exception from the standards
- A determination to terminate assistance for a participant family because of the family's actions or failure to act
- A determination to terminate assistance because the participant has been absent from the assisted unit for longer than the maximum period permitted under PHA policy and HUD rules
- A determination to terminate a family's Family Self Sufficiency contract, withhold supportive services, or propose forfeiture of the family's escrow account [24 CFR 984.303(i)]

In cases where DCA makes a decision for which an informal hearing must be offered, the notice to the family will include all of the following:

- The proposed action or decision of DCA
- A brief statement of the reasons for the decision, including the regulatory reference
- The date the proposed action will take place
- A statement of the family's right to an explanation of the basis for DCA's decision
- A statement that if the family does not agree with the decision, the family may request an informal hearing of the decision
- A deadline for the family to request the informal hearing
- To whom the hearing request should be addressed
- A copy of DCA's hearing procedures

ATTACHMENT A

FY 2016-17 STREAMLINED ANNUAL PHA PLAN

GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS (DCA) (GA-901)

The DCA informal hearing process is managed by the DCA Compliance team and includes impartial hearing officers who administer the hearing process and issue hearing determinations.

Homeownership

DCA has outlined the rules pertaining to the homeownership program in its Administrative Plan, Chapter 15, Part VII. The homeownership option is used to assist a family residing in a home purchased and owned by one or more members of the family. DCA has instituted a minimum homeowner down payment requirement of at least three percent of the purchase price and requires that at least one percent of the purchase price come from the family's personal resources.

DCA will offer the monthly homeownership assistance payments to qualified families.

In addition to the mandatory eligibility requirements of the HCV program, to be eligible to participate in the homeownership option, families must meet the following criteria:

- The family is not within the initial one-year period of a HAP Contract
- The family does not owe money to DCA
- The family does not have any current promissory notes (or repayment agreements) with DCA
- The family has not committed any serious or repeated violations of a PHA assisted lease within the past year
- The family must meet current DCA policy
- The family is participating in the Family Self-Sufficiency Program (FSS)
 - The FSS program is currently offered in the following counties:
Carroll, Clarke, Coffee, Dougherty, Douglas, Houston, Lee, Lowndes, Newton, Paulding, Peach, Pierce, Rockdale, Ware

Families participating in the FSS program who have been participating in an economic self-sufficiency program for at least six months, or have graduated from such a program, will be given preference over other families for the homeownership option. Elderly and disabled families will also be given this preference.

ATTACHMENT A

FY 2016-17 STREAMLINED ANNUAL PHA PLAN

GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS (DCA) (GA-901)

Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements

DCA administers the Family Self-Sufficiency Program in accordance with 24 CFR part 984 to promote self-sufficiency of assisted families including the coordination of supportive services (42 U.S.C. 1437u). DCA administers FSS in the following counties: Carroll, Clarke, Coffee, Dougherty, Douglas, Houston, Lee, Lowndes, Newton, Paulding, Peach, Pierce, Rockdale, Ware. Each FSS participant is assigned to an FSS Coordinator who works with the participant to develop service plans to ensure participant success.

Civil Rights Certification

DCA certifies that it will carry out its plain in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973 and title II of the Americans with Disabilities Act of 1990.

Recent Results of PHA's fiscal year audit

DCA has included the most recent SEMAP and financial audit reports with this PHA plan.

Additional Information

DCA operates a project-based voucher (PBV) program that may use up to 20 percent of its budget authority for project-based assistance. It is DCA's goal to administer PBV housing that provides for deconcentrating poverty and expanding housing and economic opportunities. DCA currently administers 141 project based vouchers in five locations within its jurisdiction. These PBV sites provide housing assistance for tenants with special needs, victims of domestic violence and persons with disabilities who are at a high risk of homelessness. The rules of project-based vouchers are outlined in Chapter 17 of DCA's Administrative Plan.

Civil Rights Certification
(Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 02/29/2016

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Georgia Dept of Community Affairs GA 901
PHA Name PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Joyce C. Stevens

Board Chair

Name of Authorized Official

Title

Signature

Date

2-8-17

**RESOLUTION BY THE BOARD OF
THE GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS**

**ADOPTING THE PHA PLAN FOR THE ADMINISTRATION OF THE HOUSING
CHOICE VOUCHER PROGRAM**

WHEREAS, Congress enacted the Quality Housing and Work Responsibility Act of 1998 that requires the Governing Board of the Housing Authority adopt a PHA plan (including the annual Plan and a Five Year Plan) for fiscal year beginning July 1, 2017 to continue receiving funding for the Housing Choice Voucher (HCV) Program;

WHEREAS, the HCV Program has followed the requirements prescribed by HUD in relation to the Quality Housing and Work Responsibility Act of 1998. Such requirements included the creation of a Resident Advisory Board, preparation of a draft PHA plan for public review and conducting open public hearings for public comment;

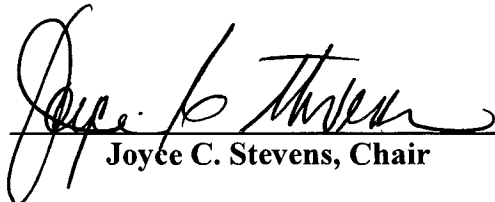
WHEREAS, the Board of the Georgia Department of Community Affairs as the Governing Board, at its Winter 2017 Board Meeting reviewed the proposed PHA Plan.

WHEREAS, at its Winter 2017 meeting, the Board of the Georgia department of Community Affairs, with a quorum present and voting, approved the proposed PHA plan for Secretary signature after the conclusion of the public hearings and consideration of all public comments.

NOW THEREFORE, LET IT BE RESOLVED:

1. The Board of the Georgia Department of Community Affairs does adopt the attached PHA Plan for the administration of the Housing Choice Voucher Program.
2. The Board of the Georgia Department of Community Affairs authorizes the chairperson to execute the PHA Certifications of Compliance at the conclusion of the public hearing and comment period.

This Resolution is hereby adopted this 8th day of February 2017.



Joyce C. Stevens, Chair